

Approved on 6/5/20

Administrative Council Meeting Minutes

Thursday, May 28, 2020

Teleconference 10:00 a.m.

(Highlight in blue assignments that need to be completed)

VOTING MEMBERS PRESENT

Dr. Doug Darling- President

Lloyd Halvorson- Vice President for Academic/Student Affairs

Corry Kenner- Vice President for Administrative Affairs

NON-VOTING MEMBERS PRESENT

Heidi Schneider-Faculty Senate Representative

Bobbi Lunday-Recorder

Guests

1) CALL TO ORDER/REVIEW MINUTES

a) Call to Order

i) The meeting was called to order at 10:00 a.m.

b) Review of May 21, 2020 Minutes

i) The minutes of the previous meeting were reviewed and approved.

2) OLD BUSINESS

a) Hofstad Ag Center- Update

i) There is dirt being moved around and not sure if they have begun the foundation. VP Kenner will contact Gleason Construction for a status update.

b) VSIP Update (Academic/Student Affairs)

i) There is a total of four applications. VP's Kenner and Halvorson and President Darling will take them under consideration and present recommendations.

c) Recruitment Efforts for Fall (Academic/Student Affairs)

i) The committee has been meeting and are working on how to bring parents and students to campus for registration day. They are also working on a plan for virtual registration for those that prefer not to come to campus.

d) Staff Back on Campus

i) President Darling asked each VP to outline a plan for their departments.

e) Housing Occupancy (Administrative Affairs)

i) VP Kenner reported as of yesterday we had about 150 beds filled. Planning to put nursing and POTP students in South Hall. Reserving quarantine rooms in Gilliland. Director Dunbar is still researching the self-contained system they use in Tioga. Many campuses are having the same issues as LRSC determining the best course of action.

3) NEW BUSINESS

a) Staff Salary Increases (President)

i) President Darling suggested a 2.5% across the board increases for staff and VP's agreed. VP Halvorson added the Director group agrees as well.

b) Updates:

i) VP Halvorson reported on the SU grading system that was implemented. They are processing the 50 or so S/U grading appeals as they have received them.

ii) President Darling reported he has been dedicating time to work on grants.

iii) President Darling reported that the Smart Re-start Task Force has not yet met. The task force will be composed of three working groups, one focusing on the large campuses, one on the medium-sized campuses, and one on the smaller campuses. In addition, the task force will have representation from a faculty infectious disease expert, NDUS staff and legal counsel, and will invite input and assistance from a member of the State Board of Higher Education (SBHE). The task force has been formed to assist the North Dakota University System (NDUS) campuses in their responses to the COVID-19 pandemic so that students, faculty, and staff can return to their institutions in a way that maximizes safety and minimizes the chance of further spread of the virus. The group will collate the guidelines that have been created for each NDUS campus, recognizing that location, size, and mission differences among the various campuses necessitates specific accommodations and differing local arrangements.

(1) VP Halvorson suggested scheduling meetings in June to formulate a plan to re-open in fall, noting his concerns about having to quarantine out of state athletes like BSC has decided. Council agreed President Darling recommends calling a wider range of campus advisors to the table for these meetings.

4) ADJOURNMENT

a) **Adjournment**

i) The meeting was adjourned at 10:50 a.m.

b) **Upcoming Scheduled Council Meetings**

(1) The next meeting of the Administrative Council will be, F-June 5@10:00a